

B. 2002 MILESTONES & ACCOMPLISHMENTS

1. State Vehicle Policy Issued

The Commissioner of Administration issued the State Vehicle Policy (Appendix B) in January 2002. Issuance of this policy satisfied a number of recommendations made by the State Auditor and the House Interim Committee on State Fleet of Motor Vehicles and Airplanes. It also met the Commissioner of Administration's responsibility under Section 37.450 RSMo to issue policies governing the acquisition, assignment, use, replacement and maintenance of state-owned vehicles.

2. Fleet Management Legislation Signed Into Law

Governor Bob Holden signed HB 1270 and 2032 (Appendix F) on July 11, 2002 creating a Fleet Management Program within the Office of Administration.

3. State Fleet Manager Appointed

The State Fleet Manager was appointed on August 1, 2002.

4. Fleet Management Advisory Committee Formed

The Fleet Management Advisory Committee (FleetMAC), a committee of representatives from all state agencies, began its work on August 8, 2002. See Section C for more information.

5. Efforts Begin to Determine Agency Compliance with the State Vehicle Policy

In August 2002, the Office of Administration, Division of General Services issued a questionnaire to state agencies to determine compliance with the State Vehicle Policy. See Section E for further information.

6. State Fleet Management Website Developed

The State Fleet Management website was developed in August 2002 and is available at <http://www.oa.state.mo.us/gs/fm/index.htm>. The website serves as a resource for agency fleet managers and provides information on statewide fleet initiatives.

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7. Fleet Information System Requirements Finalized

In October 2002, the Office of Administration, with the assistance of FleetMAC, finalized system requirements for the Fleet Information System required under Section 37.450 RSMo.

8. Commissioner White Calls on State Agencies to Review Fleet Assignments and Reduce Fleets Accordingly

On November 14, 2002, Jackie White, Commissioner of Administration, communicated the results of the State Vehicle Policy Questionnaire to department directors. These results indicated each agency's level of compliance with the State Vehicle Policy (Section E) based on self-reported information and data.

Additionally, the Commissioner called on state agencies to review their fleet assignments and determine if they are justified. She also conveyed her goal to reduce the number of assigned vehicles, on-call vehicles and overall size of the state fleet.

9. Fleet Information System Development Begins

The Office of Administration, Division of Information Systems began system development in December 2002.

10. Agencies Submit Fleet Data to the State Fleet Manager

Agencies submitted the following vehicle counts in December 2002:

- Active licensed vehicles and trailers
- Vehicles by assignment category
- Vehicles by commuting category
- Vehicles by utilization category
- Pool vehicles with associated utilization data
- Planned acquisitions and dispositions for FY 03

This data was utilized to further determine agency compliance with the State Vehicle Policy and evaluate potential areas for fleet reductions. Specific agency data is available in Section E (State Fleet Overview) as well as Section G (Agency Fleet Profiles).